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UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

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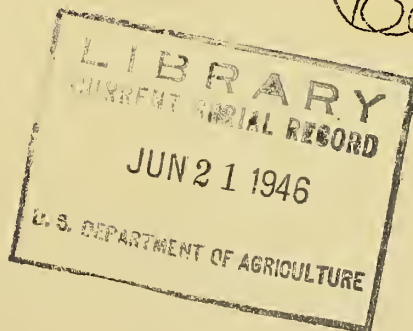
MEMORANDUM NO. 1164

Establishment of Department of Agriculture Personnel Ceiling Board

In order to carry out within the Department of Agriculture the provisions of the Federal Employees Pay Act of 1946, and requirements of the Budget Bureau thereunder, with respect to personnel ceilings and the establishment of certain over-all limitations on Government employment for each of the quarters beginning October 1, 1946, there is hereby appointed a Department of Agriculture Personnel Ceiling Board consisting of W. A. Minor, Assistant to the Secretary, Chairman, W. A. Jump, Director of Finance, and T. Roy Reid, Director of Personnel, members. This Committee shall be responsible for all personnel ceiling matters involving Departmental interpretation and consideration, and for making recommendations to the Secretary on proposed ceiling requests and allocations.

The Office of Budget and Finance shall be responsible for implementing the functions of the Committee and shall serve as liaison with the bureaus and agencies of the Department and with the Bureau of the Budget on all matters relating to personnel ceiling requests.

The Office of Personnel shall be responsible for the establishment of such employment controls, personnel procedures and employment reporting as may be necessary to assure compliance with ceiling allocations, and shall serve as liaison with the bureaus and agencies of the Department and with the Civil Service Commission on such matters.



Clinton Anderson
Secretary

